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UNITED STATES DEPARTMENT OF AGRICULTURE
SOIL CONSERVATION SERVICE
Washington 25, D. C.

Field Memorandum SCS-1154

Re: Delegation of Authority
to Authorize Travel

January 15, 1953

TO ALL RANKING FIELD OFFICERS:

By virtue of the authority vested in me as Chief, Soil Conservation Service, Department of Agriculture, to authorize travel or to empower my subordinates to authorize travel (U.S.D.A. Administrative Regulations, 7 AR 539: Secretary's Memorandum 1313), I hereby delegate authority to the following officials to authorize travel of Soil Conservation Service employees or employees from other Government agencies who are on detail to the Soil Conservation Service:

1. The Deputy Chief of the Service and Chief and Deputy Chief, Budget and Finance Division, Washington, D. C. may authorize travel within the continental limits of the United States, between the continental United States and the territories and possessions, and within and between the territories and possessions.
 2. All Regional Directors and the Chiefs and Deputy Chiefs of Regional Budget and Finance Divisions may authorize travel within the continental limits of the United States.
 3. State Conservationists and State Administrative Officers or State Administrative Assistants may authorize travel within the boundaries of their respective states.
 4. The Regional Director and the Chief and Deputy Chief of the Regional Budget and Finance Division at Spartanburg, South Carolina, may authorize travel between the continental United States and the possessions of Puerto Rico and the Virgin Islands and within and between these possessions. The Director of the Caribbean Area and the Administrative Assistant may authorize travel within and between these possessions.
 5. The Regional Director and the Chief and Deputy Chief of the Regional Budget and Finance Division at Portland, Oregon, may authorize travel between the continental United States and the territories of Alaska and Hawaii and within the territories.
 6. The State Conservationist and State Administrative Assistant in Minnesota may authorize travel to La Crosse, Wisconsin and to Fargo and Wahpeton, North Dakota.
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7. The State Conservationist and State Administrative Assistant in North Dakota may authorize travel of employees headquartered at MacIntosh, South Dakota, and Fairview, Montana to such points in North Dakota as may be necessary.

8. Officials in the Washington and Regional offices who as indicated above can authorize travel may also (1) approve travel performed without prior authorization, (2) authorize or approve use of taxicabs within an employee's official station, (3) give administrative approval to travel vouchers as contemplated by Paragraph 5 of the Standardized Government Travel Regulations, (4) approve the use of special conveyances when such usage is advantageous to the Government, (5) approve the use of extra fare trains and planes when such usage is determined to be more advantageous to the Government and (6) approve the use of privately-owned automobiles, aeroplanes and motorcycles when such mode of transportation is determined to have been more advantageous to the Government in accordance with requirements of paragraph 12a of the Standardized Government Travel Regulations.

The authorities outlined above extend also to officials acting in any of the capacities listed.

Field Memorandum SCS-1147 is hereby cancelled.

Robert M. Lister